

**State Medevac Committee Meeting
Richmond Marriott West
Richmond, Virginia
October 25, 2007
10:00 a.m.**

| Members Present: | Members Absent: | OEMS Staff: | Others: |
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| Bruce Edwards, Chairman Scott Kunkel Christopher Cannon Paul Davenport Brett Henyon Jay Cullen Don Childs John Ratliff John Bianco Jeff Hamilton Allen C. Wolfe, Jr. Chris Stevenson Bob Possumato Shawn Rivard Gregory Jones Jonathan Collier | | Paul Sharpe Christy Saldana Wanda Street Russ Stamm | Brian Solada Brett Dodd Maggie McCauley Michael Ortega Darryl Lazar Susan Smith William Aiken Whitney Aycocke Larry Roberts Keith Bohn Jay Lovelady Mike Watkins Timothy Hodge Glenn Sostak Harrinder Dhindsa Morris Reece Zachary Corrigan |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
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| Call to order: | Meeting was called to order at 10:00 by Bruce Edwards. | |
| Introductions: | <p>Mr. Bruce Edwards' introduced himself as the new chairman for the Medevac committee. Mr. Edwards' is the Director of EMS for the City of Virginia Beach and has served on the State EMS Advisory Board representing the Tidewater EMS Council and was appointed to chair this committee at the last State EMS Advisory Board meeting.</p> <p>Attendees introduced themselves around the room. (See roster above.)</p> | |
| Approval of Minutes from July 26, 2007 meeting: | A motion and second were made to approve the July 26, 2007 minutes. The minutes were unanimously approved as amended. | Minutes were approved as amended. |
| Web EOC & Potential Medevac System Use: | Morris Reece introduced himself and Zachary Corrigan, of Northern Virginia Hospital Alliance. Mr. Reece was attending on behalf of the Healthcare Emergency Management Committee. Mr. Corrigan explained the components of Web EOC that could be used by the Medevac system. The title of the PowerPoint presentation was VHAAS: Basic Components Resource Management: Emergency Preparedness. The main Web portal is www.vhha-mci.org . The purpose of the presentation was to demonstrate how Web EOC could be used to show the status/availability of Medevac units, similar to | Morris Reece and Paul Davenport agreed to meet and further explore Web EOC's use by the Medevac system. |

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| | <p>hospital diversion status.</p> <p>Mr. Edwards' posed the question of whether the Web EOC was something that the Medevac systems could use. Most of the programs present stated that some parts of Web EOC could be useful. It was decided to look into this further.</p> | |
| Chair Report – Bruce Edwards: | Mr. Edwards' stated that he had no report at this time. | |
| OEMS Report: | <p>Russ Stamm has sent out a notice to the Medevac programs concerning the LZ Directory. If anyone has any questions or updates please send them to him. Russ also requests each agency send him a list of the hospital that each program will be responsible for adding to the LZ directory. It was mentioned that this information may be in previous minutes.</p> <p>Paul stated that there was regional EMS council study performed that was initiated by OEMS and the EMS Advisory Board to make recommendations for the improvement of the regional council process in Virginia. It will be available on the OEMS Web site within a couple of weeks. OEMS is also developing a designation process for the regional councils. The designation of regional councils is now required by law and must be initiated during 2008. During 2008 the new regional council designation process and new regulations will be put into effect. There is also likely to be adjustments to the "service areas" of the councils during this process.</p> <p>OEMS Training Division and Emergency Operations Division will be moved to Technology Park at Virginia Center Commons no later than February 1st, 2008. The new location is within the same building that currently houses the Department of Fire Programs. It is hoped that most of the OEMS staffed meetings will be held at this location once the move is made.</p> <p>The draft 2008 EMS Regulations will be posted on the Virginia Regulatory Town Hall October 29 through November 28. This is the "open for public comment" phase and anyone interested in commenting on the draft regs. must do so during this period.</p> <p>The Board of Health approved the Notice of Intended Regulatory Action (NOIRA) to review and revise the DDNR regulations at their last regularly scheduled meeting. The three year EMS plan was also approved during this meeting and will be posted on the OEMS Web site next week.</p> <p>It was asked if there will be classes in the 2008 symposium for Medevac "hot topics". Paul will follow up with the symposium planning committee to ensure that there are Medevac related classes.</p> | <p>Russ needs to know which facilities each flight program is responsible for. Please send email to russ.stamm@vdh.virginia.gov.</p> |
| Virginia "Weathershare" Program Development: | Chris Cannon stated that with the demonstration provided by Web EOC during this meeting, that the committee should look at all options, before making a final decision. | |
| Best Practices: | Chris Cannon advised that the Best Practices (BP) committee has continued to meet electronically monthly. They are currently discussing deliverable 2.1, which involves the dispatch and request process. As for the weather turn down process, we want to establish what the best way to receive information on flights turned down due to weather and who needs to have this information communicated to them. The BP committee has found that there is a wide difference in the terminology that is used by the state's | <p>A motion was made to agree that OEMS will create a Medevac brochure with the terms and other best practice information. All in favor (everyone) – None opposed.</p> |

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| | <p>Medevac programs and we need more consistency, so we established a list to help us become more uniform. The goal is that these terms will be distributed to the users so they will understand what each term means.</p> <p>Another item of discussion was who are “Authorized Requestors” of Medevac services i.e. incident commanders. A partial list of authorized requestors was distributed and feedback was requested to be brought back to the table.</p> <p>The next best practices meeting is immediately following this meeting at 1:00 p.m.</p> | <p>It was recommended that the terms be brought forward for approval by the advisory board committee.</p> |
| Agency Reports/Program Announcements: | The tape recorder malfunctioned – no reports recorded. | |
| Old Business: | None. | |
| New Business: | <p>An issue was brought to the committee about the recent move of PHI’s base from Chesterfield County to Farmville (technically in Cumberland). OEMS and committee members were not made aware of this move until it had already taken place. OEMS was asked if moving the base was a violation of EMS Regulations. OEMS reported that EMS Regulations require EMS agencies notify OEMS of the addition or moving of any base of operation prior to establishing a base in a new location. This particular situation has been referred to OEMS’ Division of Regulation and Compliance.</p> <p>There was lengthy discussion about PHI not informing the committee or OEMS about there current move. It was felt that moving a base in this fashion supports last years allegations by OEMS that Medevac programs in Virginia are not functioning as a system and this approach must be avoided in the future. Mr. Edwards explained that it is of good ethics to inform your counterparts when a move is taking place. With all that was said, everyone agreed that it is in the best interest of all agencies to report these matters to the OEMS and to the committee.</p> | |
| Adjournment | Meeting adjourned at approximately 11:45 p.m. | The next meeting is January 24, 2007. |